

**MINUTES OF THE REGULAR BOARD MEETING  
PARK FOREST WATER DISTRICT  
March 14, 2018**

**Regular Board Meeting**

A Regular meeting of the Board of Directors of the Park Forest Water District (referred to hereafter as the "Board") was held on Wednesday the 14<sup>th</sup> of March at 7:00 p.m. at the District Office, located at 7340 McFerran Rd, Colorado Springs, Colorado 80908. The meeting was open to the public in accordance with: CO Rev Stat § 24-6-402 (2016)

Vice President Roger Lage called the meeting to order at 7:00 p.m.

**Board Members Present:** Roger Lage, Megan Johnson, Jason Kerekes and Tim Connelly  
Pam Sekac excused

**PFWD Staff Present:** - Lynn Willow

**Visitors:** Mark Neibone

**Visitor Comments:** Just wanting to be a part of the proceedings and hear the meeting.

**Review of Minutes:** The minutes of the February 22, 2018, Regular Board Meeting minutes were submitted. Editing changes were suggested and made in regards to consulting with a District Management Firm and negotiation with Kathy Marx. A motion to accept the minutes with changes was made by Tim Connelly, seconded by Roger Lage. Approved.

Revision of Minutes included a discussion with new bookkeeper and The Board agreed to allow Roger Lage and Kathy Marx to negotiate terms of job description and compensation with collaboration from The Board.

**Treasurer's Report:**

All water sales are higher than anticipated.

Park Forest Water District continues to use our improved website. Information can be found at: <http://www.colorado.gov/pacific/pfwd>

Legal expenses continue to rise over budget secondary to fighting for our district!

Budget analysis was conducted to include water treatment and operating expenses.

**Invoice Processing:** The list of invoices was discussed and revised by The Board. A motion to pay the bills was made by Roger Lage, seconded by Tim Connelly. Approved.

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**Book Keepers Report:**

- Past due invoices will comply with current rules and regulations until amended.
- Filed 2016-2017 Audited Budgets with DOLA.
- Continuing with office and file clean-up
- A line item will be created for interim bookkeeping services
- Roger Lage motioned to allow a Board member to sign a check for the annual audit in March/April roughly \$6,000 within operation expenses, seconded by Tim Connelly, Approved.
- An action item was requested for a calendar including all the deadlines and responsibilities within the office (i.e. Audits, Budgets, DOLA, elections etc)

**Secretary Report:**

- A thank you was received from our former part time ORC we wish him well in his new position.
- A letter was read from a dissatisfied customer. The letter was postmarked March 7<sup>th</sup>, and was received by the Board today. The initial complaint was received by the office on January 29<sup>th</sup> 2018, that was the first and only complaint. ORC will respond.

**ORC/Operator Report:** The report was sent to the Board for review prior to the board meeting by Lynn Willow.

- Bac-T samples remain negative
- Water General updates completed
- Squires plant modems were updated with the assistance of EMC
- Chemicals ordered for treatment plants
- Bids are being accepted and collected for mainline project for the summer

**Old Business:**

- Water enterprise budget will be tabled and discussed next month.
- Due to current lawsuits- further discussion with lawyers are necessary. Therefore a Special meeting will be posted for March 26<sup>th</sup>, 2018 at 6PM

**New Business:**

- Online payments- tabled for further information gathering
- 5 self-nominations were received for the May election, 3 seats are available. Mail in ballots will be utilized in this election.

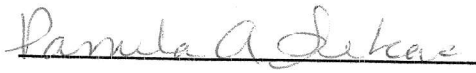
**Adjournment:** A motion to adjourn the meeting at 8:58 PM. was made by Tim Connelly, seconded by Megan Johnson, Approved.

**A special meeting will be posted for March 26<sup>th</sup> at 6PM at the PFWD administration Building at 7340 McFerran Rd**

**The next regular meeting will be held on Wednesday April 11, 2018 at the PFWD  
Administration Building at 7:00 PM located at 7340 McFerran Rd**

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THESE MINUTES ARE APPROVED AS THE OFFICIAL  
MARCH 14, 2018 REGULAR MEETING MINUTES OF  
THE PARK FOREST WATER DISTRICT BY THE BOARD  
OF DIRECTORS SIGNING BELOW:



Pam Sekac

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Roger Lage

  
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Megan Johnson

  
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Tim Connelly

  
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Jason Kerekes

*Signature page for the January 18, 2018 Special Meeting Minutes*